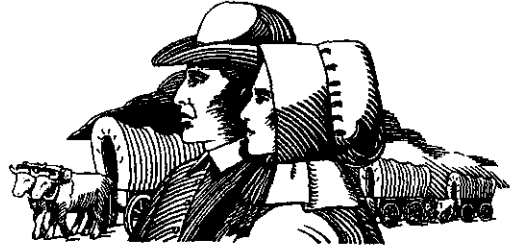


CITY OF OREGON CITY

PLANNING COMMISSION

320 WARNER MILNE ROAD
TEL 657-0891

OREGON CITY, OREGON 97045
FAX 657-7892



AGENDA

**City Commission Chambers - City Hall
December 11, 2000 at 7:00 P.M.**

PLANNING COMMISSION MEETING

- 7:00 p.m. 1. **CALL TO ORDER**
- 7:05 p.m. 2. **PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA**
- 7:10 p.m. 3. **APPROVAL OF MINUTES:** November 6, 2000
November 13, 2000
- 7:15 p.m. 4. **PUBLIC HEARING**
- PD 00-01/ WR 00-13;** Lowell Wittke; Requesting approval of a 31-residential dwelling Planned Unit Development including 17 single-family homes and 14 duplex units. The property is located at 16281 S. Oak Tree Terrace; Clackamas County Map # 2S-2E-28A Tax Lots 1712, 1714, 1717 & 1722
- 7:45 p.m. 5. **OLD BUSINESS**
- A. None**
- 7:50 p.m. 6. **NEW BUSINESS**
- A. Review of Year 2000 Work Program**
- B. Election of Year 2001 Officers**
- C. Staff Communications to the Commission**
- D. Comments by Commissioners**
- 8:30 p.m. 7. **ADJOURN**

NOTE: HEARING TIMES AS NOTED ABOVE ARE TENTATIVE. FOR SPECIAL ASSISTANCE DUE TO DISABILITY, PLEASE CALL CITY HALL, 657-0891, 48 HOURS PRIOR TO MEETING DATE.

DRAFT

**CITY OF OREGON CITY
PLANNING COMMISSION MINUTES
November 6, 2000**

COMMISSIONERS PRESENT

Chairperson Hewitt
Commissioner Carter
Commissioner Orzen

STAFF PRESENT

Barbara Shields, Senior Planner
William Kabeisman, City Attorney
Carrie Foley, Recording Secretary

1. CALL TO ORDER

Chairperson Hewitt called the meeting to order.

2. PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA

None.

3. APPROVAL OF MINUTES: October 23, 2000

Minutes for the October 23, 2000 Planning Commission meeting were not available for review.

4. PUBLIC HEARING (Legislative)

Chairperson Hewitt reviewed the public hearing process and stated the time limitations for the speakers in the public hearing.

OPEN OF PUBLIC HEARING

L 00-03; City of Oregon City - Amendment to the Oregon City Municipal Code Chapter 17.62 Site Plan and Design Review.

STAFF REPORT

Barbara Shields reviewed a handout of the modified amendments to the Site Plan and Design Review Code that incorporated Planning Commission comments from the last four PC work sessions.

Commissioner Carter stated that she is still concerned about the 5-foot setback requirement for commercial buildings. She stated that building right up to the sidewalk would not preserve the "rural feel" of Oregon City or encourage green spaces. She stated that she would like to allow more flexibility rather than make the setback a requirement. **Barbara Shields** stated that there is some flexibility and that larger setbacks could be approved during design review. **Commissioner Carter** stated that she would like to see landscaping included in the list of amenities for open spaces. **Chairperson Hewitt** stated that the setback is measured from the right-of-way and actually would be more than 5 feet from the sidewalk. **Barbara Shields** stated that the curb line is not usually the property line but would do research on this item and bring more information to the November 13, 2000 Planning Commission meeting.

Commissioner Carter stated that she does not agree with the awning requirement, item 5 on page 13 reads that awnings shall be "no longer than a single storefront." She stated that breaks in the awnings defeat the purpose of rain protection. **Chairperson Hewitt** responded that the requirement is there so that individual owners are only responsible for their own awning, no breaks in cover are part of the requirement. **Commissioner Carter** stated that the requirement needs clarification since it seems to indicate a requirement for a separate awning for each storefront unit. **Barbara Shields** stated she could add the wording, ". . .when a multiple storefront exists, the awning shall create one continuous cover without breaks."

Chairperson Hewitt stated that he is concerned that there are no specific requirements for building colors on smaller commercial buildings. **Barbara Shields** responded that item 4 on page 10 specifies an "underlying zone" requirement that would cover smaller commercial buildings.

Chairperson Hewitt stated that he would like to see specific roof enhancement and roof gardens mentioned in the roof treatment section. Commissioner Carter agreed and stated that it should be a requirement for all commercial buildings. **Barbara Shields** responded that wording could be added that reads, "Buildings in an overlook area shall have roof treatment that incorporates architectural enhancements to preserve overlook viewpoint." **Chairperson Hewitt** stated that it needs to define the overlook areas from the promenade to the Willamette River, Mollala to Singer Hill, and the 10th and 12th Street overlook. **Barbara Shields** stated that she would work on the wording of the new modification. **Commissioner Orzen** stated that item 5 on page 13 needs clarification; the height requirement should be measured from the "lowest point" of the awning.

Commissioner Carter stated that the new code is a very good idea and that Barbara Shields has been doing a great job. **Chairperson Hewitt** stated that he agreed and that the new design code is a first of its kind for Oregon City. He asked that Barbara add the revisions to the document and to have the new revisions in bold, underlined text. He stated that the previous revisions should be considered acceptable and put back in normal text. He asked if Barbara could see if Nancy Krushauer or Bryan Cosgrove would be able to attend the next meeting to discuss the Mollala right-of-way issues. **Barbara Shields** responded in the affirmative to those requests.

TESTIMONY IN FAVOR

Derrick Beneville, 19783 Castleberry Loop, Oregon City 97045

Derrick Beneville stated that he was the land use committee representative from the Gattney Lane Neighborhood Association. He stated he would like to commend the Planning Commission on the work needed to complete a new design ordinance. He stated that he had questions about how the Planning Commission would evaluate the kinds of design that are appropriate in individual neighborhoods. He asked if they would look to the existing commercial buildings to define appropriate styles, and asked what would happen in the case of existing conflicting building designs, pre-designed franchise business buildings, and multiple family housing. He stated that he is interested in roof treatments in connection with the Arts Commission, he stated that they would probably like to have input in the types roof treatments available.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMMISSIONERS

Chairperson Hewitt stated that the Planning Commission is very interested in incorporating ideas from the public and other commissions, and that the neighborhood associations play a big role in conveying those ideas. He stated that the staff would evaluate each area of Oregon City to determine what types of design would be appropriate for each neighborhood. He stated that the Planning Commission trusts staff to approve appropriate design. **Chairperson Hewitt** asked if the neighborhood associations

could be provided with copies of new building elevations so that they have an idea of how the plan is presented for site design evaluation. **Barbara Shields** responded in the affirmative.

Commissioner Carter stated that there is some confusion about the vision of what Oregon City should look like in the future. She stated that they don't want to discourage new businesses by being too restrictive, but do want to preserve the "small town" look and feel of Oregon City. **Commissioner Orzen** stated that she agreed and mentioned that Home Depot was very willing to modify their site design to comply with the current code.

Chairperson Hewitt asked if this item could be approved at the next Planning Commission meeting. **Barbara Shields** responded in the affirmative.

5. OLD BUSINESS

A. Second Draft - Review of Proposed Policy

Chairperson Hewitt reviewed the policy statement included in the commission packet. All commissioners agreed to modify the policy as follows; the word "encouraging" should be removed from the first sentence of the issue statement and the word "previously" should be deleted from the first sentence in the adopted procedure section. **Commissioner Carter** moved to adopt the policy issue statement with the changes as mentioned. **Commissioner Orzen** seconded.

Ayes: Carter, Orzen, Hewitt; Nays: None.

6. NEW BUSINESS

A. Staff Communication to the Commission

Barbara Shields stated that Paul Espe has taken a new job in Lake Oswego. She stated that the Commissioners are invited to a farewell potluck for Paul on November 30th in the Planning Division offices.

Barbara Shields stated that the next Planning Commission meeting is on November 13, 2000, the agenda includes one zone change request, one annexation request, and the continued legislative hearing from tonight's meeting.

B. Comments by the Commissioners

Commissioner Carter stated that she would like to wish Chairperson Hewitt good luck in the election for a seat on the City Commission. She stated that she would be sorry to lose him on the Planning Commission. **Commissioner Orzen** agreed.

7. ADJOURN

All Commissioners agreed to adjourn.

**Gary Hewitt, Planning Commission
Chairperson**

Barbara Shields, Senior Planner

**CITY OF OREGON CITY
PLANNING COMMISSION MINUTES
November 13, 2000**

COMMISSIONERS PRESENT

Chairperson Hewitt
Commissioner Carter
Commissioner Orzen
Commissioner Surratt
Commissioner Vergun

STAFF PRESENT

Barbara Shields, Senior Planner
William Kabeiseman, City Attorney
Carrie Foley, Recording Secretary

1. CALL TO ORDER

Chairperson Hewitt called the meeting to order.

2. PUBLIC COMMENT ON ITEMS NOT LISTED ON AGENDA

None.

William Kabeiseman stated that Oregon Measure 7 had been approved by voters. The measure requires municipal government to compensate property owners when local government passes or enforces regulations that affect property values. He stated that the legal implications of this measure are not clear at this time but would probably increase liability in adopting new regulations on property use. He stated that he would have more information about the measure at the next Planning Commission meeting.

3. APPROVAL OF MINUTES: October 23, 2000

Commissioner Orzen moved to accept the minutes of the October 23, 2000 Planning Commission meeting with no changes, **Commissioner Carter** seconded.

Ayes: Carter, Orzen, Surratt, Vergun, Hewitt; Nays: None.

4. PUBLIC HEARINGS

Chairperson Hewitt reviewed the public hearing process and stated the time limitations for the speakers in the public hearing. **Chairperson Hewitt** asked if any Commissioner had visited the sites or had a conflict of interest. **Commissioner Carter** stated that the first applicant, Ms. Johnson, was a customer of her business but she has had no conversation with her about the application. She stated that there would be no impedance to fair judgement on her part and that she has visited the site. **Chairperson Hewitt** stated that he had previously served with Ms. Johnson on the Planning Commission but has had no conversation with her about the application.

OPEN OF PUBLIC HEARING (Legislative and Quasi-Judicial)

ZC 00-02; Sunnyside Construction & Development, Inc./ 14958 S. Holcomb Blvd./ Clackamas County Map #2-2E-28A, Tax Lot 2000; Zone Change from current R-10 to R-8.

STAFF REPORT

Barbara Shields reviewed a letter from the applicant requesting a continuance. **Chairperson Hewitt** asked if there were any objections from the staff. **Barbara Shields** responded in the negative and said the continuance would be for 57 days, to the first public meeting in January 2001.

TESTIMONY IN FAVOR

Mary Ebel Johnson, 500 Abernethy Road, Oregon City, OR 97045

Mary Ebel Johnson stated that she would like to explain her request for continuance. She stated that the staff report was available only 5 days in advance of the public hearing; the statute requires that the staff report be available 7 days in advance. She stated that she would like to avoid the hassle of scheduling around the holiday season and requested a continuance to January. **Chairperson Hewitt** asked if January 22, 2001 would be acceptable. **Mary Johnson** responded in the affirmative.

William Kabeiseman stated that the applicant would need to agree to extend the 120-day deadline. **Mary Johnson** stated that she agreed to do so, but only to as many days as it would take to continue the public hearing to after the holidays. **Chairperson Hewitt** asked the applicant to review the newly adopted Planning Commission policy statement on zone change requirements. He stated that the information requested in the policy statement would be helpful when the application comes to public hearing.

Mary Johnson asked how the policy applies to an application that was originally filed in May 1999. **Chairperson Hewitt** responded that the policy statement was a long-standing Planning Commission consensus on what information is needed to fairly decide if zone changes are appropriate. The policy statement gives the planning staff direction to prepare applicants in presenting applications. **William Kabeiseman** stated that there is no code change and no comprehensive plan change in relation to this policy statement. It is a request that applicants address certain issues when making an application presentation.

Mary Johnson stated that the policy statement was a substantive change in requirements and goes against the "no moving the goal-post rule." She stated that it is a legislative change done without following the legislative process. **William Kabeiseman** stated that policy complies with the "no moving the goal-post rule," as it has not changed the criteria, only the way an applicant is asked to approach the criteria. **Mary Johnson** stated that she was met with staff hostility and stated that Maggie Collins had told her that she would personally see to it that the application in question was denied. **Chairperson Hewitt** responded that belittling staff was unacceptable and Ms. Johnson has gotten off to a very bad start with the Planning Commission. He stated that Ms. Johnson should avoid making additional derogatory statements.

Mary Johnson stated that she has followed staff rules and worked with the planner assigned to her application. She stated that there is a communication problem and that the staff is not passing along information, like this policy. She stated that "it smacks of illegal legislative action."

Chairperson Hewitt responded that the policy statement does just what Ms. Johnson is suggesting. It provides clear and concise direction to the planning staff to better prepare the applicants for the zone change application presentation. This policy was formally adopted at the last Planning Commission meeting. **Mary Johnson** stated that the information should have been presented at the pre-application meeting. **Chairperson Hewitt** responded that it would be included in the pre-application meetings from now on. He stated that the Planning Commission has adequately represented the policy statement and that she could continue this discussion by contacting the City Attorney's office through Maggie Collins. He stated that the hearing is continued to January 22, 2001. He stated that the applicant has requested a meeting with the Planning staff and an updated staff report will be sent to reflect any modifications in the application.

Barbara Shields stated that she would need additional information from the applicant three weeks ahead of the public meeting, making the deadline for additional information on January 2, 2001. **Chairperson Hewitt** asked if the applicant would like to push back the meeting to February. **Mary Johnson** agreed to the public hearing scheduled for February 12, 2001 with additional information due to the Planning staff on January 19, 2001. She agreed to extend the 120-day process deadline.

Deanna Townsend, 15050 S. Holcomb Blvd., Oregon City, OR 97045

Deanna Townsend asked if the people who would like to testify for the public hearing need to resubmit their information to be informed about the new public meeting.

Chairperson Hewitt responded that the information would be kept on file and there would be no need to resubmit information.

Doug Tischler, 16135 Trail Drive, Oregon City, OR 97045

Doug Tischler asked if the information at the meeting between the applicant and staff would be provided to the public. **Chairperson Hewitt** replied that new information would be included in the staff report that will be issued 7 days prior to the public hearing on February 12, 2000. He stated that the applicant was willing to meet in the lobby with interested parties while tonight's public meeting continued. He thanked everyone for attending.

OPEN OF PUBLIC HEARING

AN 00-05; Kelly Bruun/ Clackamas County Map #3-2E-8A, Tax Lot 3200, 3300 & 3400; Annexation of 1.86 acres from Clackamas County into the City of Oregon City.

STAFF REPORT

Ken Martin reviewed the staff report and stated that the recommendation for inclusion of the Mollala right-of-way was the only modification to the report. He stated that staff recommended approval of the application.

TESTIMONY IN FAVOR

Ronald Saunders stated that he is the property owner and that the subject parcel is 1.8 acres of industrial property that has the potential for better use. He stated that he was approached to use the property for an auto body shop but felt that it was an inappropriate use for a property located near the community college. He stated that he was approached to use the location for a sports medicine clinic and felt that it was a good use for the property and would contribute to Oregon City.

TESTIMONY IN OPPOSITION

None.

CLOSE OF PUBLIC HEARING

DELIBERATION BY COMMISSIONERS

Commissioner Vergun stated that he sees no reason not to approve application. All Commissioners agreed.

Commissioner Carter moved to approve recommendation of the applicant's annexation request that includes a portion of the Mollala right-of-way and specifies removal from Clackamas County Police and Fire districts. **Commissioner Orzen** seconded.

Ayes: Carter, Orzen, Surratt, Vergun, Hewitt; Nays: None.

OPEN OF PUBLIC HEARING

L 00-03 (Continuation); city of Oregon City – Amendment to the Oregon city Municipal Code Chapter 17.62 Site Plan and Design Review.

STAFF REPORT

Barbara Shields stated that Nancy Krushauer and Sharon Zimmerman were not able to attend the Planning Commission meeting. **Chairperson Hewitt** asked if she had any additional information on the Mollala right-of-way setback issue. **Barbara Shields** responded in the negative. She reviewed the modifications made to the amendments in the last meeting and included in the commission packet.

Commissioner Orzen asked about external building materials in relation to exterior colors as mentioned on page 5. **William Kabeiseman** stated that certain external building materials could be prohibited, wording should state “the following external building materials are prohibited: list of materials.” **Commissioner Carter** asked about the type of prohibited concrete blocks. **Chairperson Hewitt** responded that only smooth-faced concrete block construction covered by mortar would be prohibited, as it does not enhance the look and feel of Oregon City.

Chairperson Hewitt asked if there was consensus to approve changes to the amendments. All Commissioners responded in the affirmative. **William Kabeiseman** stated that Oregon Measure 7 might have an affect on the new design ordinances. He stated that the Planning Commission might want to recommend that the City Commission review the issue.

Commissioner Vergun moved to approve the amendments to the Site Plan and Design Review ordinance with revisions as mentioned, and included a recommendation to the City Commission to review the impact of Measure 7 on the new amendments.

Commissioner Surratt seconded.

Ayes: Carter, Orzen, Surratt, Vergun, Hewitt; Nays: None.

CLOSE OF PUBLIC HEARING

5. OLD BUSINESS

A. Miscellaneous

Commissioner Carter stated that she is still interested in having the Parks Department give a presentation on the new park development near the urban growth boundary. She stated that a work session dealing with new park development and the setback issue would be beneficial. **Chairperson Hewitt** stated a work session cover those topics and attended by Nancy Krushauer should be scheduled for the January 10, 2001 work session. He stated that a current UGB map and the accepted Comprehensive Plan map with zone designations would be needed for that work session. An updated Comprehensive Plan map would also be needed in the near future. **Barbara Shields** responded that she would be able to have the current UGB and Comprehensive Plan maps for the January 10th work session.

6. NEW BUSINESS

A. Staff Communication to the Commission

None.

B. Comments by the Commissioners

Commissioner Vergun asked for the status of the annexations that were on the ballot. **Barbara Shields** responded that the voters approved all of the annexations that were on the ballot. **Chairperson Hewitt** stated that it is interesting that the anti-growth sentiment seems to be missing when people vote in Oregon City.

7. ADJOURN

All Commissioners agreed to adjourn.

**Gary Hewitt, Planning Commission
Chairperson**

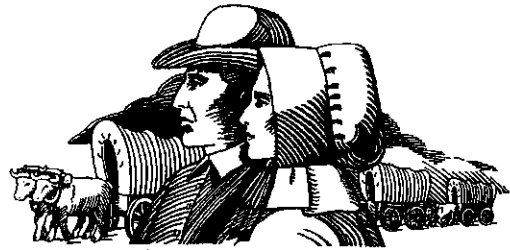
Barbara Shields

CITY OF OREGON CITY

COMMUNITY DEVELOPMENT DEPARTMENT

320 WARNER MILNE ROAD
TEL 657-0891

OREGON CITY, OREGON 97045
FAX 657-7892



TO: Planning Commission

FROM: Colin Cooper, AICP, Senior Planner *cc*

DATE: December 4, 2000

SUBJECT: PD 00-01 & WR 00-13 Oak Tree Terrace

The above cited applications have a 120-day deadline of March 6, 2001. The applicant's representative, Bradley S. Schleining P.E., is requesting a 90-day continuance for the public hearing. These applications were originally scheduled for December 11, 2000. Based on the 90 day extension the new 120-day deadline is June 4, 2001.

The applicant's purpose for requesting the extension is to provide additional detailed information related to the Water Resource Area and Unstable Soils and Hillside Constraint Overlay Districts. Therefore, the applicant requests that PD 00-01 and WR 00-13 be continued to a date certain March 12, 2000.

Planning Commission Work Program Year 2000

Adopted January 24, 2000

| Project | Status | Planning or City Staff Assigned | Projected Completion |
|--|---|---|--|
| 1. Design Review and Update | Added to Planning Division Work Program. | Not yet assigned. | No date set. |
| 2. Comprehensive Plan Update | Beginning Research. The Plan is undergoing selective updates through the adoption of long-range project items and Ancillary Documents. Consultant assistance needed to reformat Plan text. | Maggie Collins, Planning Manager, Bryan Cosgrove, Assistant City Manager. | Begin project, February, 2000. |
| 3. Comprehensive Plan Map Expand to include the UGB; create official version. <i>Possible Measure 56 Impact</i> | Research Completed. Staff is resolving legal discrepancies. | Maggie Collins, Planning Manager; Jessica Schriever, GIS Coordinator; Tom Boullion, Associate Planner. | Tentative adoption February, 2000. New copies to be distributed to all applicable departments and divisions, advisory groups, other agencies, and general public as requested. |
| 4. Oregon City Downtown Community Plan (Phase II) <i>Measure 56 Impact (Phase II)</i> | In Hearing Process. Final general plan and policies completed (Phase I); technical proposals for new zoning and design guidelines completed (Phase II). Phase I adoption process underway; process for Phase II public review being finalized. | Sidaro Sin, Associate Planner (Lead) Nancy Kraushaar, Public Projects Manager; OTAK staff; Bryan Cosgrove, Assistant City Manager; Planning Division staff. Phase I Project Steering Committee included PC members. | Phase I adoption in early January, 2000. Adoption of parts of Phase II tentatively set for May, 2000. |
| 5. Metro Functional Plan Compliance | Work Extension Request Submitted. Staff is developing a work program for remaining compliance items. | Barbara Shields, Senior Planner; Jessica Schriever, GIS Coordinator; Maggie Collins, Planning Manager; Planning Division staff. | Plan Compliance prior to December, 2000. |
| 6. Transportation System Plan (TSP) and 213 Corridor Study | Ready for Public Review. | Nancy Kraushaar, Public Projects Manager; Tom Boullion, Associate Planner. | Review and adoption process begun in December, 1999 with joint PC-CC worksessions. Anticipated TSP adoption in April, 2000. |

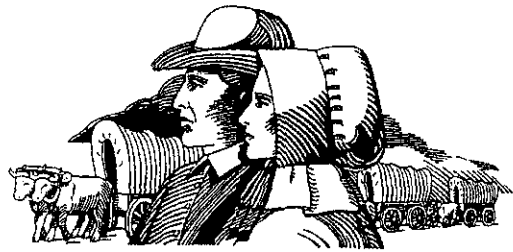
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CITY OF OREGON CITY

PLANNING COMMISSION

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PROCEDURE

Issue Statement

- ☐ For the past year the Planning Commission has discussed the merits of encouraging residential zoning districts of less than 10,000 square-foot lots on property that abuts the City Urban Growth Boundary. In general, the Planning Commission has concluded that a stronger case needs to be made by the applicant concerning the impacts of residential growth on lots other than R-10 (Residential 10,000 square foot minimum).

Adopted Procedure

The Planning Commission therefore requests that the following information be submitted and evaluated for planning files where the request is to change previously existing R-10 zoning.

1. How the proposed development impacts the transition of land uses represented by the County FU (Future Urbanizable) designation and the City's R-10 Residential Zone.
2. Information on the development within a half-mile radius of the subject property, said information to include actual development and its density levels, planned infrastructure needs within the circle, and transportation changes that could be initiated by the subject property.
3. Information on the County level of development adjacent to, or within a half-mile radius of the subject property, said information to include actual development and its density, projected development and additional infrastructure required by the proposed development, and a statement of how the proposed development will affect the rural nature of the area next to the City Limits boundary.
4. How the applicant's proposed development enhances the transition from the urban portions of Oregon City to rural County properties, including how the proposal addresses open space and other important non-urban resources.

Adopted at the November 13, 2000 Oregon City Planning Commission Meeting.

Maggie Collins

Planning Manager

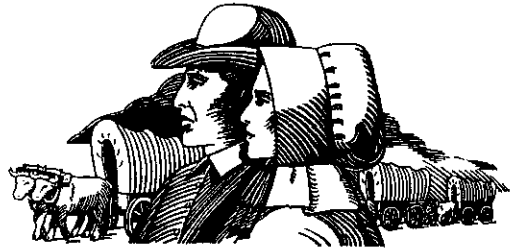
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CITY OF OREGON CITY

PLANNING COMMISSION

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AGENDA

**City Commission Chambers - City Hall
December 13, 2000 at 7:00 P.M.**

PLANNING COMMISSION WORKSESSION

- 7:00 p.m. 1. **CALL TO ORDER**
- 7:05 p.m. 2. **REVIEW OF WORK SESSION NOTES: September 13, 2000**
- 7:10 p.m. 3. **WORKSESSION:**
 - A. **Oregon City Parks and Recreation Department Presentation: City UGB Fringe**
- 8:00 p.m. 4. **OTHER**
 - A. **Meeting Schedule for Year 2001** (*Distributed at Meeting*)
- 8:30 p.m. 5. **ADJOURN**

NOTE: HEARING TIME AS NOTED ABOVE IS TENTATIVE. FOR SPECIAL ASSISTANCE DUE TO DISABILITY, PLEASE CALL CITY HALL, 657-0891, 48 HOURS PRIOR TO MEETING DATE.

DRAFT

**CITY OF OREGON CITY
CITY OF OREGON CITY PLANNING COMMISSION
WORK SESSION MINUTES
September 13, 2000**

COMMISSIONERS PRESENT

Chairperson Hewitt
Commissioner Carter
Commissioner Orzen
Commissioner Surratt
Commissioner Vergun

STAFF PRESENT

Barbara Shields, Senior Planner
Carrie Foley, Recording Secretary

1. CALL TO ORDER

Chairperson Hewitt called the meeting to order.

2. REVIEW OF WORKSESSION NOTES: None

None.

All Commissioners agreed to hold a public meeting on November 13th, 2000 in order to have a public hearing for a special adoption of the new design standards. This meeting would be held in addition to the regularly scheduled meetings in November to comply with DOCD Land Use Board requirements for a 45-day notice for public hearings. All Commissioners stated that they would like to finish and adopt the design standards by the end of the year, but would continue to work on the standards into January if needed.

3. Work Session

A. Multi-Family Residential Design Standards

Barbara Shields prepared a handout of the new amendments to Chapter 17.62 Site Plan and Design Review. She stated that a new section (17.62.057 Multiple-Family Building Standards) was created to incorporate the input from the August Planning Commission work session. Commission made the following conclusions:

- Section C should be modified so that items 2, 3, and 4 are changed to sub-items a, b, and c under item number 1.

- The term “housing model” should be added to the design standards glossary
- Section D, item 2 setback requirement should read “no farther than 20 feet” to allow for a greater setback. “Such as” should be replaced by “including but not limited to.”
- Section E, item 4 open space requirements should be determined by number of units. 10 units require 1000 square feet of open space, each additional 10 units require an additional 500 square feet of open space. Barbara Shields will properly word this requirement and bring language to the next worksession.
- Section E, item 5 private open space requirements, the last sentence should read “dwellings located more than five (5) feet above finished grade . . .”

This topic will be scheduled for additional review.

4. OTHER

No other items.

5. ADJOURN

All Commissioners agreed to adjourn.

Maggie Collins, Planning Manager